

**WESTBROOK HOUSE PREPARATORY SCHOOL
(A COMPANY LIMITED BY GUARANTEE)**

ACCOUNTS FOR THE YEAR ENDED 31 AUGUST 2000



Registered Company No: 3075902
Registered Charity No: 1048970

**Westbrook House Preparatory School
(Company Limited by Guarantee and Registered Charity)**

**Annual Accounts
For The Year Ended 31 August 2000**

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Westbrook House Preparatory School

Governors and Advisors

Governors:

R M De Haan (Chairman)	
Mrs S Melchers	(Resigned 29 January 2000)
C R Reynolds	(Resigned 29 January 2000)
D F Wharton	(Resigned 29 January 2000)
M Seymour	(Appointed 29 January 2000)
C L Gutteridge	(Appointed 29 January 2000)

Secretary:

D F Wharton	(Resigned 29 January 2000)
C L Gutteridge	(Appointed 29 January 2000)

Westbrook House Preparatory School
60 Shorncliffe Road
Folkestone
Kent
CT20 2NQ

Accountants:

Reeves & Neylan
37 St Margarets Street
Canterbury
Kent
CT1 2TU

Solicitors:

Titmuss Sainer Dechert
2 Serjeants Inn
London EC4Y 1LT

Bankers:

National Westminster Bank Plc
Europa House
49 Sandgate Road
Folkestone
Kent CT20 1RW

Registered Office:

C/O ST MARY'S WESTBROOK
Ravenlea road
Folkestone
Kent
CT20 2JU

Westbrook House Preparatory School

Trustees' & Governors' Report For The Year Ended 31 August 2000

The Trustees' and Governors' submit their report and the accounts which cover the year ended 31 August 2000.

Status and Objective

The company is limited by guarantee and does not have a share capital. On 1 September 1997 the school merged its educational activity with that of St Mary's College, Folkestone. The merged schools now operate as St Mary's Westbrook which is also a company limited by guarantee and a registered charity. The prime objective of the company is to maintain and support St Mary's Westbrook as an educational charity. The company is registered with the Charity Commission under number 1048970.

Activity

The continuing activity of the company is to provide support to St Mary's Westbrook as and when required.

Business Review

The financial result for the year, after accounting for donations received, is net outgoing resources of £12,553 (1999 net incoming resources £8,201). This has been deducted from the surplus brought forward.

Governors

The following have served during the year:

R M De Haan (Chairman)	
Mrs S Melchers	(Resigned 29 January 2000)
C R Reynolds	(Resigned 29 January 2000)
D F Wharton	(Resigned 29 January 2000)
M Seymour	(Appointed 29 January 2000)
C L Gutteridge	(Appointed 29 January 2000)

Westbrook House Preparatory School

Trustees' and Governors' Report For The Year Ended 31 August 2000

Year 2000 Issue

The company did not experience any significant problems in respect of the Year 2000 issue. The Governors are not aware of any residual risks or uncertainties associated with the year 2000 issue that will affect the company.

Governors' Responsibilities

Company law requires the governors to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the company and of the income and expenditure of the company for that period. In preparing those financial statements, the governors are required to:

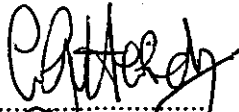
- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the company will continue in business.

The governors are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the company and to enable them to ensure that the financial statements comply with the Companies Act 1985. They are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Audit Exemption

The Governors have taken advantage of the exemption under subsection (2) of section 249A of the Companies Act 1985 not to appoint auditors for the year under review.

By order of the board.


.....
C L Gutteridge
22 June 2001

**Westbrook House Preparatory School
Statement of Financial Activities
For The Year Ended 31 August 2000**

	Notes	2000 £	1999 £
INCOME AND EXPENDITURE			
INCOMING RESOURCES			
Other Income	1	-	3,000
Donations		-	28,500
		<u>-</u>	<u>31,500</u>
RESOURCES EXPENDED			
Direct Charitable Expenditure	2		
Premises		8,250	11,000
Administration		4,303	12,299
Total resources expended		<u>12,553</u>	<u>23,299</u>
NET (OUTGOING)/INCOMING RESOURCES FOR THE YEAR		(12,553)	8,201
NET MOVEMENTS IN FUNDS		<u>(12,553)</u>	<u>8,201</u>
BALANCE BROUGHT FORWARD AT 1 SEPTEMBER 1999		12,787	4,586
BALANCE CARRIED FORWARD AT 31 AUGUST 2000		<u>234</u>	<u>12,787</u>

The notes on pages 7 to 8 form part of these accounts.

All recognised gains and losses are reflected above.

All Incomes and Expenditures arise from unrestricted funds and relate to continuing activities.

Westbrook House Preparatory School
Balance Sheet
31st August 2000

	Notes	2000 £	1999 £
CURRENT ASSETS			
Debtors	3	-	4,254
Cash at bank and in hand		4,328	9,861
		<u>4,328</u>	<u>14,115</u>
CREDITORS : Amounts falling due within one year	4	<u>(4,094)</u>	<u>(1,328)</u>
TOTAL NET ASSETS		<u>234</u>	<u>12,787</u>

Represented by

UNRESTRICTED ACCUMULATED FUND

Fund Surplus brought forward	12,787	4,586
(Deficit)/Surplus for period	<u>(12,553)</u>	<u>8,201</u>
	<u>234</u>	<u>12,787</u>

Governors' Balance Sheet Statements

The governors have taken advantage of the exemption conferred by s249A(1) not to have these accounts audited and confirm that no notice has been deposited under s249B(2) of the Companies Act 1985.

The governors acknowledge their responsibility for:

- 1 Ensuring that the company keeps accounting records which comply with s221 of the Companies Act 1985, and
- 2 Preparing accounts which give a true and fair view of the state of the affairs of the company as at 31 August 2000 and of its profit or loss for the financial year then ended in accordance with the requirements of s226, and which otherwise comply with the requirements of the Companies Act 1985 relating to accounts, so far as applicable to the company.
- 3 The accounts have been prepared in accordance with the special provisions in Part VII of the Companies Act 1985 relating to small companies.

These accounts were approved by the board of governors on 22 June 2001 and signed on their behalf by:

.....
M Seymour

The notes on pages 7 to 8 form part of these accounts.

Westbrook House Preparatory School

ACCOUNTING POLICIES

1. Basis of Preparation

The accounts are prepared under the historical cost convention and in accordance with applicable accounting standards and the Statement of Recommended Practice, Accounting by Charities.

2. Taxation

The company is an Educational Charity. The accounts are prepared on the basis that there is no liability to corporation tax. Any income tax suffered by deduction from donations received is recoverable.

Value added tax is not recoverable by the charity, and as such is included in the relevant costs in the Statement of Financial Activities.

3. Incomes

Other Income is accounted for on an accruals basis. Donations are accounted for on a cash received basis.

4. Expenditures

Expenditure is accounted for on the accrual basis and is allocated to expense headings on a direct cost basis. VAT is irrecoverable and is included within the item of expense to which it relates.

Westbrook House Preparatory School

Notes to the Accounts for the year ended 31 August 2000

1 OTHER INCOME	2000	1999
	£	£
Profit on disposal of fixed assets	-	3,000
	<u>-</u>	<u>3,000</u>

2 ANALYSIS OF DIRECT CHARITABLE EXPENDITURE	2000	1999
	£	£
Premises	8,250	11,000
Administration	4,303	12,299
	<u>12,553</u>	<u>23,299</u>

The Governors received no remuneration.

3 DEBTORS	2000	1999
	£	£
Other debtors	-	4,254
	<u>-</u>	<u>4,254</u>

4 CREDITORS - amounts falling due within one year	2000	1999
	£	£
Other creditors	4,094	153
Accruals	-	1,175
	<u>4,094</u>	<u>1,328</u>

5 ACCUMULATED FUNDS AND MEMBERS' GUARANTEE

In accordance with the company's articles of association any surpluses are carried forward to be applied solely towards the promotion of the objects of the company and as such no amounts are available for distribution.

The company is a company limited by guarantee and every member undertakes to contribute to the assets of the company. In the event of its being wound up while they are members, or within one year after they cease to be members, their liability is limited to £10 each.

6 CAPITAL COMMITMENTS

As at 31 August 2000 there were no capital commitments either contracted for or authorised.